Batoul Taha

Experienced programming professional well-versed in handling applications, forms and database. Proficiency includes Html, Css, JavaScript, Php, and Python development tools. Collaborative team player and diligent with good verbal and communication competencies.

Baalbeck Al Hermel   +(961) 76719155   tahabatoul76gmail.com

Experience

Community Engagement Daily Worker - Consultant   **13 Jun,2024 – 6 Sep,2024**

Cesvi Foundation Onlus - Zahle

- Reach out to vulnerable families in the targeted areas for awareness sessions, information sessions and vulnerability assessments.
- Implement awareness and information sessions according to the needs of the beneficiaries
- Refer children/families to requested services according to the interagency guidelines
- Participate in campaigns organized by CESVI and implementing partners.
- Ensure that all activities are in line with CESVI's child safe guarding principles
- Ensure that outreach activities are in line with the project's targets and objectives
- Record information as per guidelines received
- Report high-risk incidents and/or challenging situations and bottlenecks to the education coordinator

Consultant-Enumerator (Client Satisfaction Survey)   **15 May,2023 - 26 May,2023**

International Rescue Committee - Zahle

- Actively attend a training session with MEAL department to better understand the tools and trackers used for data collection
- Complete data collection of the National satisfaction survey
- Ensure high quality data collection and that assessments are conducted in a manner that respects all respondents
- Handle and fill questionnaires through digital device (tablet)
- Discuss with the FCOs challenges faced during data collection
- Keep a record of the number of surveys conducted on a tracker
- Submit completed tasks on time and discussing with Feedback and complaints officers' highlights, notes and cases on a daily basis.

Consultant- Enumerator(Regional Development and Protection Program)   **Sep,2022 - Oct,2022**

Oxfam Gb - Zahle

- Desk review to go over and understand Oxfam policies and guidelines
- Take appointments with MSMEs per Oxfam's instructions and share schedule to book transportation needs.
- Read and review the relevant documents of each MSME prior to visit
- Fill end line survey with MSME owners while updating the other sheets as mentioned above
- Fill end line survey with MSME employees
- Fill a brief survey with the technically supported MSMEs
- Report daily to the Senior Project Officer/MEAL Officer.

YBLN/BLN Math and LifeSkills Facilitator   Aug,2019 - May,2023
Lebanese Organization for Studies and Trainings - Baalbeck
- Providing effective teaching and facilitation to refugees
- Delivering lessons to students using CTWL strategies
- Planning and implementing lessons and teach students according to educational needs and abilities

Consultant- Data Collector (Early Childhood Development BaseLine/ Endline)   Jan,2022 - Aug,2022
International Rescue Committee - Zahle
- Carry out data collection, which will consist of taking consent, scheduling time for remote collection, and implementing the tools over phone and What's app
- Provide daily fields reports to supervisors during data collection
- Ensure high quality data collection for research purposes
- Follow ethical and informed consent required for this study, including those for respondent privacy, data security and child safeguarding.

Data Collector (Solid Waste Management Project)   Oct,2022 - Nov,2022
Anera Organization- Baalbeck
- Planning, implementing, and evaluating surveys
- Collecting data using methods such as interviews, questionnaires, public opinion polls, and file reviews
- Data entry
- SWM awareness session, HH monitoring visits
- Participation in Anera Activities
- Youth Led Activities.

Daily Worker (WASH Project)   Nov,2018 - Dec,2018
Solidarites International Organization- Zahle
- Conducting household surveys with respondents, and recording their answers accurately
- Ensuring that the number of beneficiaries surveyed is correctly captured and reported to the team leader
- Reporting certain situation arisen directly to the team leader
- Attending trainings explaining the survey to be conducted, the context of the survey, and the data collection time frame and process

Information Technology Teacher (Grade 1-11)   Jan,2017 - Mar,2018
Al Mortada High School- Baalbeck
- Planning lessons and activities that facilitate students' acquisition of basic and advanced computer skills
- Instructing in a manner that develop students' confidence in their abilities
- Invigilating and grading projects, quizzes, and examinations
- Downloading important software updates and maintaining hardware

Web Programmer   Aug,2017 - Ongoing
Freelance Developer
- Writing well designed, testable, efficient code
- Create website layout/user interface by using standard HTML/CSS practices
- Developing back-end website application
- Developing front-end website architecture
- Creating servers and database functionality
- Gather and refine specifications and requirements based on technical needs
- Create and maintain software documentation
- Stay plugged into emerging industry trends and apply them on operation and activities

General Skills

- Generic business knowledge and principles
- Strong written and communication skills
- Strong interpersonal skills
- A strong level of IT literacy
- Good organizational and time management skills
- Data analysis (quantitative and qualitative)
- Contextual knowledge
- Accurate data collection via technology

Computer Skills

- Microsoft Excel, PowerPoint, Word, Outlook, and Adobe expertise
- Programming languages (PHP, Java, C#, CSS, HTML, JavaScript,)
- Familiarity with database technology such as MySQL, Oracle
- Data collection software (ODK, ONA collect, SurveyCTO collect, CommCare)

Education

BACHELOR OF SCIENCE:
Computer Science - 2018
LEBANESE INTERNATIONAL UNIVERSITY, RAYAK

Baccalaureate Degree
Life science - 2015
Dooris High School For Girls, Baalbeck

Trainings and Certificates

- SWM (Solid Waste Management) training at Anera Organization
- Child education training with War Child Organization at LOST
- Child protection training with War Child Organization at LOST
- CWTL (Can't Wait to Learn) training with War Child Organization at LOST
- CSG (Child Safe Guarding) training with War Child Organization at LOST
- CPSIR (Child Protection Safe Identification and Referral) training at LOST
- Life skill training sessions with Plan International
- Focus Psychological Support training sessions with Plan International
- Psychological Support training sessions with War Child (I deal)
- Psychological Support training sessions with War Child (she deal–youth deal)
- CCNA1 and CCNA2 certificate at Lebanese International Organization from Cisco

Languages

Native Arabic, Very Good English, Basic French

References

Available upon request